

MINUTES
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
DEKALB PUBLIC LIBRARY
BILDER FAMILY MEETING ROOM
WEDNESDAY, NOVEMBER 13, 2024
6:30 P.M.

BOARD MEMBERS PRESENT: Deborah Booth, Bill Cummings, Andrea Dahlberg, Rebecca Hunt, Gary Vander Meer, India Washington

BOARD MEMBERS ABSENT: Kelli Meserole, Jennifer Salmon, Betsy Zimmerman

LIBRARY STAFF PRESENT: Emily Faulkner, Samantha Hathaway, Ryan Racine

GUESTS PRESENT: Mayor Cohen Barnes, City Manager Bill Nicklaus, Alderman Greg Perkins

CALL TO ORDER

The meeting was called to order by Hunt at 6:30 p.m.

ADDITIONS/CHANGES TO AGENDA

- A. Move Old Business to immediately after Minutes.
- B. Remove Closed Session and Finance Item A from agenda.
- C. Change Discussion/Action Item D from 'approve' to 'review'.

PUBLIC COMMENTS

A patron commented that he would like to see more background information on library issues on the library's website. He would also like 309 Creative open lab hours to be extended.

COMMUNICATIONS

None

ANNOUNCEMENTS

- A. Legislative Lunch December 10: Faulkner asked that any Board members interested in attending let her know so she can secure tickets.

MINUTES

- A. Approve October 9, 2024 Board Meeting Minutes: Washington moved to approve the October 9, 2024 Board Meeting minutes as distributed. Seconded by Vander Meer. Motion passed.

OLD BUSINESS

Faulkner explained that Board members Booth and Vander Meer, along with herself, attended a meeting with Mayor Barnes, City Manager Nicklas, and Alderman Perkins. Mayor Barnes, City Manager Nicklas, and Alderman Perkins spoke about economic development and encouraged the library Board to reduce its current levy request. Vander Meer noted that the Board has been working over the past few years to build reserves to the amount indicated in the finance policy. He expressed concern about future years. Booth noted the library's interest in getting staff salaries to a more competitive rate. City Manager Nicklaus offered to meet with Faulkner more frequently to share forecasts on future revenue from new construction. Faulkner gave a brief review of capital projects that need attention. Faulkner expressed that she is comfortable with lowering the requested levy to a \$0.00 increase for taxpayers. Vander Meer noted that while the library can do it this year, they can't guarantee this path in perpetuity. Hunt expressed that she would like to see improved communication between the City and the Library in the future. Faulkner noted that no action can be taken at tonight's meeting. A Special Board Meeting has been set for Tuesday, November 19, at 6:30 p.m. to discuss the levy and take action.

REPORTS

- A. Director's Report – September: Reviewed. Racine answered questions about the septic issues.

DISCUSSION/ACTION ITEMS

- A. Board Officer Elections: Vander Meer indicated that his Board term ends in June of 2025, but he will continue to be Treasurer until then if that is desired. The Mayor has reappointed Meserole and Washington to the Board. Vander Meer moved to reappoint Hunt as President, Vander Meer as Treasurer, and Washington as secretary. Seconded by Dahlberg. Motion passed. At the next meeting the Board will elect a Vice President.
- B. Review Trustee Facts File – Chapter 11: Reviewed.
- C. Review Standards for Libraries – Chapter 11: Reviewed.
- D. Review Annual Appeal Letter: Reviewed. Vander Meer and Dahlberg asked that the library highlight a donation appeal on the website on Giving Tuesday.
- E. Approve Artificial Intelligence Policy: Vander Meer moved to approve the Artificial Intelligence Policy. Seconded by Cummings. Motion passed.
- F. Approve Code of Conduct Revision: Vander Meer moved to approve the Code of Conduct revision. Seconded by Washington. Motion passed.
- G. Approve Personnel Manual Revision: Faulkner outlined sever minor changes and an addition of a Whistleblower protection clause. Committee recommends approval. Motion passed.
- H. Review Meeting Room Use Policy Revision: Reviewed.
- I. Review Studio Policy Revision: Reviewed.

FINANCE

- A. Approve October 2024 Monthly Bills: Vander Meer moved to approve the October 2024 monthly bills. Seconded by Cummings. Motion passed via roll call; 6-0.
- B. Review Financials: Reviewed.

NEW BUSINESS

Faulkner noted that the library is working on getting Requests for Proposals for the courtyard and patio project.

ADJOURNMENT:

Dahlberg moved to adjourn. Seconded by Washington. Motion passed. The meeting adjourned at 8:19 p.m.